

NINE STEP PLANNER CLARK COUNTY WORK SESSIONS

This form needs to be reviewed and approved by the council **before** a work session is scheduled.

REQUESTED BY: Public Works, Clean Water Division

1. **TOPIC:** Clean Water Rate Study

2. **ATTENDEES:** Devan Rostorfer, Andrea Logue, Jeff Schnabel, Priya Dhanapal, Ken Lader

3. **TIME FRAME:**

LENGTH OF TIME NEEDED: 30 minutes

DESIRED DATE: 11/15/2023; alternates 11/8/2023 or
11/29/2023

SCHEDULED DATE OF WORK SESSION: _____

4. **TIMING CONSIDERATIONS:**

- The goal of this work session is to discuss council support for a consultant-led stormwater rate study prior to the 2024 budget hearing on December 5, 2023.

5. **DESIRED RESULTS:**

- Hire a consultant in early 2024, to work with Clark County staff to identify appropriate stormwater rates as soon as fall 2024, no later than fall 2025.
- Raise stormwater rates and avoid the projected fund balance depletion of Clean Water Fund 4420 expected as early as 2026.

6. **IMPACTS (COMMUNITY/FINANCIAL/STAFF/OTHER):**

- Failure to increase stormwater rates will require expense reductions in Clean Water's budget, which will impact staff across other Public Works divisions and ultimately impact the level of service provided to stormwater ratepayers in unincorporated Clark County.
- Clean Water Fund 4420 supports stormwater asset inventory, inspection, and maintenance; private storm facility maintenance compliance; capital planning and construction; public education and outreach; business pollution prevention; water quality monitoring; and, regulatory compliance.

7. **POLICY IMPLICATIONS:**

- Reductions in the level of service provided by Clark County could result in non-compliance with the National Pollutant Discharge Elimination System (NPDES) Phase I Municipal Stormwater Permit, which causes legal risks for Clark County.

8. **ISSUES TO BE CONSIDERED:**

- Stormwater rates were last increased in 2015.
- Clark County's current stormwater fee rate is 180%-950% lower than rates charged by comparable jurisdictions.
- Clark County is preparing for new Phase I Permit requirements, which will become effective on August 1, 2024, for implementation through 2029.
- Clark County's Stormwater Code and Manual update, which drives all stormwater development regulations, is due to Ecology in June 2025 to become effective by July 2026.
- Since the last fee update in 2015, development in unincorporated Clark County has resulted in an 8% average annual increase in the number of stormwater facilities.

- Clean Water Division is preparing to implement new asset management programs to assess the condition of aging infrastructure, which could identify additional investment needs.

9. **RECOMMENDED ACTION:**

- Approve Public Works, Clean Water Division change request for a consultant-led stormwater rate study during the 2024 budget hearing on December 5, 2023.

Signature of requestor:

Devan Rostorfer
Devan Rostorfer, Clean Water Division Manager

DATE: 10/30/23

Priya Dhanapal
Priya Dhanapal, Public Works Deputy Director

DATE: 10/30/23

Certificate Of Completion

Envelope Id: 3F1CE3F32B3649C7B9D6743D7F53F499

Status: Completed

Subject: Complete with DocuSign: REVISED_9-Step Clean Water Rate Study_CleanWaterDivision_October2023.pdf

Source Envelope:

Document Pages: 2

Signatures: 2

Envelope Originator:

Certificate Pages: 5

Initials: 0

Chresta Larson

AutoNav: Enabled

1300 Franklin St

Enveloped Stamping: Enabled

Vancouver, WA 98660

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Chresta.Larson@clark.wa.gov

IP Address: 64.4.181.38

Record Tracking

Status: Original

Holder: Chresta Larson

Location: DocuSign

10/30/2023 3:13:32 PM

Chresta.Larson@clark.wa.gov

Signer Events**Signature****Timestamp**

Devan Rostorfer

devan.rostorfer@clark.wa.gov

Security Level: Email, Account Authentication
(None)

Sent: 10/30/2023 3:15:32 PM

Viewed: 10/30/2023 3:16:38 PM

Signed: 10/30/2023 3:16:43 PM

Signature Adoption: Pre-selected Style

Using IP Address: 64.4.181.12

Electronic Record and Signature Disclosure:

Accepted: 10/30/2023 3:16:38 PM

ID: d18812a9-678c-4643-aaa4-f61d7db26854

Priya Dhanapal

priya.dhanapal@clark.wa.gov

Security Level: Email, Account Authentication
(None)

Sent: 10/30/2023 3:15:32 PM

Viewed: 10/30/2023 3:42:53 PM

Signed: 10/30/2023 3:42:57 PM

Signature Adoption: Pre-selected Style

Using IP Address: 64.4.184.5

Electronic Record and Signature Disclosure:

Accepted: 8/21/2023 8:28:36 AM

ID: 91426e99-2cd1-4b0d-b330-56f6d74eb9f9

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

10/30/2023 3:15:32 PM

Certified Delivered

Security Checked

10/30/2023 3:42:53 PM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	10/30/2023 3:42:57 PM
Completed	Security Checked	10/30/2023 3:42:57 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

CONSUMER DISCLOSURE

From time to time, Clark County, WA (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the "I agree"™ button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign "Withdraw Consent"™ form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures

electronically from us.

How to contact Clark County, WA:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: loann.vuu@clark.wa.gov

To advise Clark County, WA of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at loann.vuu@clark.wa.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Clark County, WA

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to loann.vuu@clark.wa.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Clark County, WA

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to loann.vuu@clark.wa.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari®, 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

** These minimum requirements are subject to change. If these requirements change, you will be asked to re-accept the disclosure. Pre-release (e.g. beta) versions of operating systems and browsers are not supported.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the "I agree"™ button below.

By checking the "I agree"™ box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Clark County, WA as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Clark County, WA during the course of my relationship with you.